

Carver Board of Selectmen Meeting & School Committee Joint Meeting  
Minutes  
Carver Town Hall Room #4  
September 29, 2016 7:00pm

In Attendance: Chairman Ronald Clarke, Vice-Chairman Alan Dunham, Sarah Hewins, Helen Marrone, Dave Robertson, School Committee Members Andrew Soliwoda, James O'Brien, Andrew Cardarelli, Superintendent Scott Knief, Town Administrator Milanoski (TA) & Elaine Weston

Absent: School Committee Chairman Gina Hanlon-Cavicchi, Paula Kibbe

Bd. of Selectmen Chair led the meeting with the Pledge of Allegiance.

Both boards called their meetings to order.

**1. Joint Update on Finances from the Town Administrator & Superintendent, Including the FY18 Budget Forecast**

Sup. Knief gave an overview of the School FY 17 budget and distributed the analysis that was done. He reviewed the miscalculations and gave examples of how this happened (i.e. not receiving anticipated grant money).

Knief reviewed how this will be remediated with offsets and reductions. Revolving accounts will be used, 3 positions that were vacant will remain unfilled as well as pulling from line items where there may be room (i.e. gasoline account).

Marrone commended Knief on the analysis of the budget and resolve that took place. She questioned the impact this would have on the function. Knief stated a mechanic position was not filled which could be an issue in the winter, which he will re-allocate staff in the short-term for this purpose. Another position was a reading teacher for the MHS which can be restructured, a behavioral specialist is another position that will not be filled as the current staff feels it can be done sufficiently.

Dunham commended the Superintendent for his research, and recommendations for the School Committee for supporting the recommendations.

TA stated that Sup. Knief Went in front of the Finance Committee and went through each item.

Sup. Knief acknowledged that this was a result of the hard work of Pat Meagher, Tammy Veraka and Casey DeChristopher.

TA reviewed the proposed FY 18 budget forecast and timeline. Town meeting is anticipated to be Tuesday, April 11. Preliminary preparation of the budget to be done by Dec. 20, Preliminary Review of the Budget by Finance Committee and Department Heads by Feb. 28, budget to be finalized by the proposed date of March 7.

Cardarelli proposed having a reserve fund for the school for unexpected, one-time expenditures in the form of a SPED revolving account for unanticipated new students from out of district placement for that fiscal year. The money would roll over if unused during a fiscal year. Each student should be funded 75%, but the payment is delayed. It is only funded at 75% if it is more than \$40,000 in costs.

Robertson questioned if these issues have come up in the past to draw from how often it happens and how many children in order to get a baseline of what is a reasonable amount to have in the fund.

Sup. Knief stated this happened last year when 3 students came into the district the first week of school and a \$300,000 transfer was needed.

TA stated that in Carver there are many families that offer foster care. The cost of the care comes to Carver, even if the student does not physically come to the town.

Knief presented the budget to the faculty members as he wanted to make sure there was communication on the issue.

TA stated that Sup. Knief and himself along with Pat Meagher and Meg LaMay have discussed synergies in the IT and Facilities area and will not be bringing anything forward unless they feel there are efficiencies that will benefit both the Town and School.

The Community Compact Grant is available to research consolidation. He would like support from the Boards to move forward with the grant as there is an October deadline to apply for it.

Dunham questioned the timeline on spending the money-TA stated that there would be 18 months to spend the grant.

Soliwoda questioned the need- TA stated that the State is looking to have towns work together to the best of their ability.

Motion by Hewins to support the Town Administrator and Superintendent to move forward with the Community Compact Grant for IT and Facilities, second by Marrone.

Vote: 5-0

Motion by Cardarelli to support the Town Administrator and Superintendent to move forward with the Community Compact Grant for IT and Facilities, second by O'Brien.

Vote: 3-0

## **2. Middle High School Project Update/ 3. Update on other Town capital projects, including Route 58:**

Estimates have come in under budget for the boilers, doors & windows & roof repair. The article was written for 50% of reimbursement by MSBA. The MSBA will be reimbursing over 57%. The MSBA will not support any doors, windows & roof in the addition portion of the

MHS due to their age requirement. The doors and windows are now out of the scope of the current budget. Capital Outlay articles may be put forward to pay for those items in the future.

These repairs are anticipated to start in May for the roof and boilers. There is an industry delay in doors & windows –this may be completed next fall.

Water filtration system needs to be updated by next December. This will be on the next Town Meeting as an article. Irrigation will need to be put in on the fields as well as hydro seeding.

Route 58 has run into issues with the Verizon strike. Poles need to be installed before the final coat. 90% of the road is at grade.

#### **4. Food Pantry Update:**

Krystal McColgan (Shane’s mom from ‘Shane Gives Thanks’): They are in the process of obtaining a location in the center of town & will take over the Food Pantry.

Shane started paint & packs: Backpacks are packed with food for the weekend and the backpacks come back to the school to be repacked which will begin in Oct.

#### **5. Elementary School Update**

Groundbreaking will be held Friday, Oct. 14.

General Contractor bids are in at 5% lower than budgeted. The MSBA will reimburse up to \$299 per square foot, the bid is at \$314 per square foot – so the Town will be paying 100% on \$15. It was budgeted at over \$50 on the Town to pay 100%.

Discussion on the process for selection of General Contractor and sub-contractors which is in accordance with the Mass Procurement guidelines. The School Committee is happy with the selection. A bid protest is always a possibility, but it may not necessarily delay the process.

**6. Next Meeting Date: 12/29**-being a large vacation week change to Thu. 1/12/17 at 7pm for this quarter.

School Committee Motion to adjourn at 9:00 pm by Soliwoda, second by Cardarelli. Vote 3-0.

Hewins left the meeting before adjournment.

Motion by the Board of Selectmen: Motion by Dunham at 9:00pm to go into Executive Session to discuss strategy with respect to collective bargaining negotiations with unions (Clerical, DPW, Dispatchers, PEC/IAC-Health Care, Police) and for non-union negotiations and with all non-union personnel not under contract, and strategy for litigation, and for purchase, exchange, sale, lease or value of real estate that may have a detrimental effect on the bargaining position of the town if held in open session, and to reconvene in open session second by Marrone:

Roll Call-Affirmative: Marrone, Robertson, Dunham, Clarke

Motion to adjourn at 9:30pm by Marrone, 2<sup>nd</sup> by Robertson. Vote 4-0